

BOARD OF SUPERVISORS

Brown County



305 E. WALNUT STREET
E-Mail: BC_County_Board@co.brown.wi.us
P. O. BOX 23600
GREEN BAY, WISCONSIN 54305-3600

PHONE (920) 448-4015 FAX (920) 448-6221

"PUBLIC NOTICE OF MEETING"

**Pursuant to Section 19.84 Wis. Stats., notice is hereby given to the public that
the following meetings will be held**

**THE WEEK OF
November 14 - 18, 2016**

MONDAY, NOVEMBER 14, 2016

- | | | |
|-----------|--|--|
| *10:30 am | Harbor Commission | Port & Resource Recovery
2561 S. Broadway Street |
| *4:30 pm | Neville Public Museum Governing Board | 3 rd Floor Boardroom, Neville Public Museum
210 Museum Place |
| *6:00 pm | BOARD OF SUPERVISORS – VETO SESSION | Legislative Room 203, City Hall
100 N. Jefferson Street |

TUESDAY, NOVEMBER 15, 2016

- | | | |
|----------|------------------------------------|---|
| *1:30 pm | Local Emergency Planning Committee | Brown County EOC
3030 Curry Lane |
| *4:30 pm | Veterans' Recognition Subcommittee | Room 201, Northern Building
305 E. Walnut Street |
| *5:00 pm | Board of Health | 2 nd Floor Conference Rm, Health Dept.
610 S. Broadway Street |

WEDNESDAY, NOVEMBER 16, 2016

- | | | |
|----------|--------------------------|---|
| *5:30 pm | Human Services Committee | Room 200, Northern Building
305 E. Walnut Street |
|----------|--------------------------|---|

THURSDAY, NOVEMBER 17, 2016

- | | | |
|----------|---|---|
| *5:30 pm | Education & Recreation Committee – <i>Note Location</i> | Neville Public Museum
210 Museum Place |
|----------|---|---|

FRIDAY, NOVEMBER 18, 2016

(No Meetings)

PORT & RESOURCE RECOVERY DEPARTMENT

Brown County

2561 SOUTH BROADWAY
GREEN BAY, WI 54304

PHONE: (920) 492-4950 FAX: (920) 492-4957

DEAN R. HAEN
DIRECTOR

**- PUBLIC NOTICE -
BROWN COUNTY HARBOR COMMISSION**

Monday, November 14th – 10:30 am

Brown County Port & Resource Recovery
2561 S. Broadway, Green Bay, WI 54304

Agenda:

1. Call to order
2. Roll Call
3. Approval/Modification – *Meeting Agenda*
4. Approval/Modification – *September 12th, 2016 Meeting Minutes*
5. Announcements/Communications
6. Fox River Environmental Clean-up Project – *Public Comments/Update on Standing Item*
7. Budget Adjustment – *Request for Approval*
8. 5-Year Audit of 217 Agreement With U.S. Army Corps of Engineers – *Request for Approval*
9. Short-term Lease Efforts for the Hurlbut Property (soon to be the former City Compost Facility) – *Request for Approval*
10. Response to U.S. Army Corps Engineers on Cat Island Project – *Request for Approval*
11. Public Communication Plan – *Request for Approval*
12. 2017 Budget– *Update*
13. Comments on Wisconsin State Freight Plan – *Update*
14. CFIRE Ports Development Initiative - *Update*
15. Director's Report – *Update*
16. Audit of Bills – *Request For Approval*
17. Tonnage Report– *Request for Approval*

18. Such Other Matters as Authorized by Law

19. Adjourn

Dean R. Haen – Director
Port & Resource Recovery Department

Any person wishing to attend whom, because of disability requires special accommodations should contact the Brown County Port and Resource Recovery Department at 492-4950, at least two working days in advance of the meeting for special arrangements to be made. Notice is hereby given that action by the Harbor Commission may be taken on any of the items, which are described or listed on the agenda.

NEVILLE PUBLIC MUSEUM
OF BROWN COUNTY



BRIDGING COMMUNITIES, CONNECTING GENERATIONS
NEVILLEPUBLICMUSEUM.ORG

NEVILLE PUBLIC MUSEUM GOVERNING BOARD

AGENDA

November 14, 2016

4:30 p.m.

Neville Public Museum

Boardroom

3rd floor

- I. Call meeting to order
- II. Approve/modify agenda
- III. Museum Directors Report
- IV. Deputy Director Report
- V. Such other matters as authorized by law
- VI. Adjournment

Kevin Kuehn, Chair

Please contact Beth Lemke at 448-7848 if you cannot attend this meeting

Notice is hereby given that action by the Committee may be taken on any of the items, which are described or listed in this agenda.

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

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E-mail BrownCountyCountyBoard@co.brown.wi.us.

PATRICK W. MOYNIHAN JR., CHAIR

THOMAS J. LUND, VICE CHAIR

PUBLIC NOTICE OF MEETING

Pursuant to Section 19.85 and 59.094, Wis. Stats., notice is hereby given to the public that the Veto Session of the **BROWN COUNTY BOARD OF SUPERVISORS** will be held on **Monday, November 14, 2016 at 6:00 p.m.**, in the Legislative Room 203, 100 North Jefferson St., Green Bay, Wisconsin.

NOTICE IS HEREBY GIVEN THAT THE COUNTY BOARD MAY TAKE ACTION ON ANY ITEM ON THE AGENDA

The following matters will be considered:

Call to order.

Invocation.

Pledge of Allegiance to the Flag.

Opening Roll Call.

1. **Adoption of Agenda.**
2. **Comments from the Public:**
 - a) State name and address for the record.
 - b) Comments will be limited to five minutes.
 - c) The Board's role is to listen and not discuss comments nor take action of those comments at this meeting.

**** VETO SESSION from November 2, 2016 Budget Session of County Board meeting ****

3. See Veto Item #11d, Resolutions and Ordinances: Ordinance to Amend Section 4.57 of the Brown County Code of Ordinances Entitled "Policy".
4. See Partial-Veto Item #14c, Resolutions and Ordinances: Resolution Approving New or Changes to Existing Employee Benefits During the 2017 Budget Process.
 - a) Page 4, Paragraph 2.
 - b) Page 4, Paragraph 6.
 - c) Page 4, Budget Impact.
5. Final Budget Resolution Establishing the Brown County Budget for Calendar Year 2017 at Property Tax Levy \$86,661,972.00: County Executive refused to sign.
6. **Such other matters as authorized by law.**
7. **Closing Roll Call.**

8. **Adjournment to Wednesday, December 21, 2016 at 6:00 p.m., Legislative Room 203, 100 N. Jefferson Street, Green Bay, Wisconsin**

Submitted by:

A handwritten signature in black ink, appearing to read "Patrick Moynihan, Jr.", with a long horizontal flourish extending to the right.

Patrick W. Moynihan, Jr.
Board Chairman

Notice is hereby given that action by the County Board of Supervisors may be taken on any of the items which are described or listed in this agenda. The County Board of Supervisors may go into Closed Session: Pursuant to Wis. Stats. § 19.85(1)(e) to deliberate or negotiate the purchasing of public properties, investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.



Brown County, Wisconsin
**Local Emergency Planning
Committee**

"A Plan for Hazardous Materials"
3030 Curry Lane
Green Bay, WI 54311
(920) 391-7431 FAX (920) 391-7435

LEPC AGENDA

November 15th, 2016 at 1:30 pm

Location: Brown County EOC, 3030 Curry Lane Green Bay, WI 54311

NOTICE OF PUBLIC MEETING:

The regular meeting of the Brown County Local Emergency Planning Committee will be held on Tuesday, November 15th, 2016 1:30 pm, at Brown County EOC, 3030 Curry Lane Green Bay, WI 54311.

The Agenda is as follows:

1. **Call to Order**
2. **Approval of Agenda**
3. **Approval of Minutes**
4. **LEPC Round Table**
5. **Committee Reports**
 - a. PIE
 - b. Executive Committee
 - a. Request nominations for Vice-Chairperson
 - c. Planning Committee
6. **Other Reports:**
 - a. ARES/RACES Report
 - b. Recent Spills
 - c. Public/Private Partnership Report
 - d. EM Report
7. **Public Comment**
8. **Such other matters as authorized by law**
9. **Adjourn**

Brown County, Wisconsin
Local Emergency Planning Committee
"A Plan for Hazardous Materials"
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VETERANS SUBCOMMITTEE

Bernie Erickson, Chair
Ed Koslowski, Vice Chair
Louise Dahlke, Jim Haskins,
Delores Pierce, Duane Pierce,
Tracy Rosinski, Joe Witkowski

****Running Total of Veterans' Certificates: 1777**

VETERANS' RECOGNITION SUBCOMMITTEE

TUESDAY, November 15, 2016

4:30 pm

Room 201, Northern Building

305 E. Walnut Street

Green Bay, WI

1. Call Meeting to Order.
2. Invocation.
3. Approve/Modify Agenda.
4. Approve/Modify Minutes of October 18, 2016.
5. Budget Status Financial Report for September, 2016.
6. Update re: Honor Rewards Program.
7. Update re: 2017 Veterans' Appreciation Day at the Brown County Fair.
8. Possible update re: Veterans Day events.
9. Report from CVSO Jerry Polus.
10. Comments from Carl Soderberg.
11. Report from Committee Members Present (Erickson, Dahlke, Haskins, Koslowski, Pierce, Rosinski & Witkowski).
12. Such Other Matters as Authorized by Law.
13. Adjourn.

Bernie Erickson, Chair

Notice is hereby given that action by Committee may be taken on any of the items which are described or listed in this agenda. Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

**BROWN COUNTY BOARD OF HEALTH
TUESDAY, November 15, 2016
5:00 PM**

Brown County Health Department
610 South Broadway Street
Second Floor Conference Room
Green Bay, WI 54303

AGENDA

1. Call to Order, Welcome, and Introductions
2. Approval / Modification of the Agenda
3. Approval of Minutes of meeting of September 13, 2016
4. Comments from the Public
 - a. State name and address for the record
 - b. Comments will be limited to five minutes
 - c. The Board's role is to listen and not discuss comments nor take action on those comments at this meeting.
5. Environmental Division update
6. Nursing Division update
 - a. Communicable Disease
 - b. Maternal Child Health
 - c. Immunization Update
7. Interim Director's Report
8. Correspondences
9. All Other Business Authorized by Law
10. Adjournment / Next Meeting Schedule

**Board of Health members please RSVP attendance to Patti at 448-6405 no later than 4:30 PM
Friday, November 11, 2016. Thank you!**

Notice is hereby given that action by this board may be taken on any of the items which are described or listed in this agenda.

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HUMAN SERVICES COMMITTEE

Erik Hoyer, Chair

Richard Schadewald, Vice Chair

Joan Brusky, Thomas De Wane, Aaron Linssen

HUMAN SERVICES COMMITTEE

Wednesday, November 16, 2016

5:30 p.m.

Room 200, Northern Building

305 E. Walnut Street, Green Bay, WI

NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON ANY ITEM LISTED ON THE AGENDA

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of October 11, 2016.

Comments from the Public

Report from Human Services Chair, Erik Hoyer

Presentation by Rise Together.

1. **Review Minutes of:**
 - a. Aging & Disability Resource Center Board of Director's (July 14 and August 25, 2016).
 - b. Aging & Disability Resource Center of Brown County Board (February 25, April 28 and May 26, 2016).
 - c. Children with Disabilities Education Board (October 13, October 24, October 26 & November 3, 2016).
 - d. Human Services Board (October 13, 2106).
 - e. Veterans' Recognition Subcommittee (September 20, 2016).

Communications

2. Communication from Supervisor Schadewald re: I propose that the Human Services Committee examine and draft a resolution similar to St. Croix County Resolution No. 37 (2016). *Held for 60 days.*
3. Communication from Supervisor Schadewald re: This is my request for the committee to evaluate Montana Meth Project commercials for possible use as public service announcements in Brown County. *Referred from October County Board.*
4. Communication from Supervisor Nicholson re: Requesting the reasons why the Nursing staff at the CTC are not able to select vacation from 12/22/16 to 12/31/16. *Referred from November County Board.*

Wind Turbine Update

5. Cost of peer review. *Referred to Corporation Counsel and Purchasing Department.*
6. Questions for Attorney General. *Pending response from Attorney General.*

7. Receive new information – Standing Item.

Resolutions/Ordinances

8. Resolution Approving Funding to Provide Safe and Secure Transitional Housing in Brown County.
Referred from November County Board.

Human Services Department

9. Update re: County policies re: visiting hours for relatives, court appointed guardians, and other professional services personnel at the Community Treatment Center.
10. Executive Director's Report.
11. Financial Report for Community Treatment Center and Community Programs.
12. Statistical Reports.
 - a. CTC Staff - Double Shifts Worked.
 - b. Monthly CTC Data - Bay Haven Crisis Diversion/Nicolet Psychiatric Hospital.
 - c. Child Protection - Child Abuse/Neglect Report.
 - d. Monthly Contract Update.
13. Request for New Non-Continuous and Contract Providers and New Provider Contract.

Aging & Disability Resource Center - No agenda items.

Health Department – No agenda items.

Syble Hopp – No agenda items.

Veterans Services – No agenda items.

Other

14. Audit of bills.
15. Such other Matters as Authorized by Law.
16. Adjourn.

Erik Hoyer, Chair

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EDUCATION & RECREATION COMMITTEE

John Van Dyck, Chair
Staush Gruszynski, Vice Chair
Corrie Campbell, Kathy Lefebvre, Paul Ballard

EDUCATION & RECREATION COMMITTEE

Thursday, November 17, 2016

5:30 p.m.

Neville Public Museum

210 Museum Place, Green Bay

**NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION
ON ANY ITEMS LISTED ON THE AGENDA**

PLEASE NOTE DATE & LOCATION

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of October 18, 2016.

Comments from the Public

1. Review Minutes of:
 - a. Library Board (September 15, 2016).
 - b. Neville Public Museum Governing Board (October 10, 2016).

Communications

2. Communication from Supervisor Linssen re: To provide for ice and snow removal on the paved portion of the Fox River Trail. *Referred from November County Board.*

Golf Course

3. Budget Status Financial Report for September 2016 (Unaudited).
4. Superintendent's Report.

Park Management

5. Budget Status Financial Report for September 2016 (Unaudited).
6. Resolution to Consent to a Trail Access Permit between the Wisconsin Department of Natural Resources and LLP Agricultural Partners, LLC for Agricultural Crossing Purposes.
7. Discussion and Approval re: Agreement with Bay Nordic Ski Club for Reforestation Camp trail improvement (draft agreement attached).
8. Discussion with possible action re: Koch Property Donation.
9. October 2016 park attendance and field staff reports.
10. Assistant Director's Report.

NEW Zoo

11. Budget Status Financial Report for September 2016 (Unaudited).
12. Zoo Director's Report and Zoo Monthly Activity Reports.

Library

13. Budget Status Financial Report for September 30, 2016 (Unaudited).
14. Library Employee Banked Sick Leave.
15. Library Report.

Museum

16. Museum Budget Status Financial Report for September 2016 (Unaudited).
17. Museum Director's Report.
18. Neville Public Museum Snapchat Summary.

Resch Centre/Arena/Shopko Hall – No agenda items.**Other**

19. Audit of bills.
20. Such other matters as authorized by law.
21. Adjourn.

John Van Dyck, Chair

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NOVEMBER 2016

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2 Special Exec 8:45 am Board of Sup Budget Mtg	3	4	5
6 	7	8 	9	10	11 	12
13	14 Veto Session 6 pm	15 Veterans Rec. Subcmte 4:30 pm	16 Human Svc 5:30 pm (NO COUNTY BOARD MEETING THIS DAY)	17 Ed & Rec 5:30 pm @Museum	18	19
20	21	22	23	24 County Board Office Closed	25 County Board Office Closed	26
27	28 Land Con 6:00 pm PD&T 6:15 pm	29	30 Mental Health Ad Hoc 12:30 pm			

BROWN COUNTY COMMITTEE MINUTES

- Children With Disabilities Education Board (November 3, 2016)
- Planning Commission Board of Directors (October 5, 2016)
- Veterans' Recognition Subcommittee (October 18, 2016)

To obtain a copy of Committee minutes:

http://www.co.brown.wi.us/minutes_and_agendas/

OR

Contact the Brown County Board Office or the County Clerk's Department

PROCEEDINGS OF CHILDREN WITH DISABILITIES EDUCATION BOARD:

A special meeting was held on Thursday, November 3, 2016

Present: S. King, B. Clancy, J. Mitchell

Excused: R. Osgood, L. Franke

Also Present: D. Zadnik, C. Maricque

1. Call to Order: S. King called the meeting to order at 3:30 pm.
2. Action Item: Approval of October 24, 2016 Board Minutes: J. Mitchell moved to approve the minutes of October 24, 2016. B. Clancy seconded motion. Motion carried.
3. Action Item: Approval of Agenda: J. Mitchell moved to approve the agenda as presented. B. Clancy seconded motion. Motion carried.
4. Adjournment to Executive Session: J. Mitchell moved to executive session as allowed by Wisconsin stats 19.85 (1)(c)(f)(i) for the purpose of discussing personnel issues. B. Clancy seconded the motion. Motion carried.
5. Action Item: Personnel Issues: B. Clancy moved to approve administrative staff retro and merit pay. J. Mitchell seconded the motion. Motion carried.
6. Action Item: Fee for Administrator Search Firm: J. Mitchell moved to approve fee for Administrative Search Firm, School Executive Connection. B. Clancy seconded the motion. Motion carried.
7. Adjournment: J. Mitchell moved to adjourn the meeting at 3:55 PM. B. Clancy seconded the motion. Motion carried.

Minutes
BROWN COUNTY PLANNING COMMISSION
BOARD OF DIRECTORS
Wednesday, October 5, 2016
Green Bay Metro Transportation Center
901 University Avenue, Commission Room
Green Bay, WI 54302
6:30 p.m.

ROLL CALL:

Paul Blindauer	<u>X</u>	Mark Handeland	<u>X</u>	Debbie Schumacher	<u>Exc</u>
James Botz	<u>X</u>	Matthew Harris	<u>X</u>	Ray Tauscher	<u>X</u>
Brian Brock	<u>Exc</u>	Frederick Heitl	<u>Exc</u>	Jason Ward	<u>X</u>
William Clancy	<u>X</u>	Phil Hilgenberg	<u>Exc</u>	Dave Wiese	<u>Exc</u>
Norbert Dantine, Jr.	<u>X</u>	Kathleen Janssen	<u>X</u>	Reed Woodward	<u>X</u>
Bernie Erickson	<u>X</u>	Dotty Juengst	<u>X</u>	City of Green Bay (Vacant)	
Kim Flom	<u>X</u>	Patty Kiewiz	<u>Exc</u>	City of Green Bay (Vacant)	
Steve Gander	<u>X</u>	Michael Malcheski	<u>Exc</u>	Br. Co. Board – DePere (Vacant)	
Adam Gauthier	<u>X</u>	Gary Pahl	<u>X</u>		
Steve Grenier	<u>X</u>	Terry Schaeuble	<u>Exc</u>		

OTHERS PRESENT: Chuck Lamine, Cole Runge, Lisa Conard, Kathy Meyer, Eric Fowle (East Central Wisconsin Regional Planning Commission), and Angela Kowalzek-Adrians (Bay-Lake Regional Planning Commission)

1. Approval of the minutes of the September 7, 2016 regular meeting of the Brown County Planning Commission Board of Directors.

A motion was made by S. Grenier and seconded by G. Pahl to approve the minutes of the September 7, 2016, regular meeting of the Brown County Planning Commission Board of Directors. Motion carried.

2. Initiative 41 Economic Development Presentation by Eric Fowle, Executive Director East Central Wisconsin Regional Planning Commission (ECWRPC).

Eric Fowle from East Central Wisconsin Regional Planning Commission was invited to the meeting to explain Initiative 41, its history and a presentation of the Initiative 41 project.

In 2011-2012 the nation was experiencing some heavy cuts from the defense budget which impacted some large companies. Initiative 41 was formed as a result of large-scale layoffs by Oshkosh Corporation in 2012-2013 that impacted much of East Central and Northeast Wisconsin. The layoffs created a ripple effect throughout the region as companies supporting Oshkosh Corporation also experienced significant economic hardship. This represented a negative economic impact of more than \$91 million within the region.

The Department of Defense contacted East Central to see if they would be interested in utilizing some funds from a new program from their Office of Economic Adjustment that could help build a more resilient economy along the 41 corridor. East Central received about a 2.1 million dollar grant from the Department of Defense Office of Economic Adjustment (DoD-OEA). Funded by the grant from the Department of Defense Office of Economic Adjustment, Initiative 41 created a *new way of thinking* focused on a regional approach to collaboration. A brief video that summarized Initiative 41 followed.

E. Fowle talked about the number of activities and programs that they are working on aimed at creating a more cohesive economic development throughout the region and to achieve regional collaboration.

E. Fowle stated that they recently received word that they'll receive additional funds from the Department of Defense to continue their efforts. The first phase was planning, now they will move on to implementation.

E. Fowle encouraged leaders to get involved in regional economic development.

Additional information on Initiative 41 a *New Way of Thinking* can be found at www.initiative41.org

Discussion on the challenges of getting business communities to work with the educators in our school systems to develop programs to meet the needs where there are workflow shortages in some technical areas. E. Fowle stated that Ariens Company is working with Brillion High School to develop similar types of programs.

3. Update regarding planning activities of the Bay-Lake Regional Planning Commission (BLRPC) by Angela Kowalzek-Adrians, Natural Resources Planner. Angela is attending on Cindy Wojzak's behalf.

Angela Kowalzek-Adrians from Bay-Lake Regional Planning Commission provided an update on some of the Brown County projects Bay-Lake has been working on.

- Worked with the City of Green Bay on a study for Bay Beach to restore and revitalize the beach. Bay-Lake received funding to do some water quality testing to look at contaminants and the potential to restore the beach.
- Worked with the City of Green Bay to address Emerald Ash Borer. Received a grant with US Forest Service under GLRI funding to work with their foresters to treat the ash, remove some ash trees, and plant trees.
- Also acquired just under a million in funds under GLRI funding to manage phragmites in the county. Contractors have been hired to eradicate about 800 acres in the area. A. Kowalzek-Adrians stated that the Brown County farm has been treated. Follow-up work starting in late October and early November will include mowing the areas, and starting in August 2017 areas will again be treated.

4. Receive and place on file the draft minutes of the September 12, 2016 meeting of the Brown County Transportation Coordinating Committee.

A motion was made by G. Pahl and seconded by A. Gauthier to receive and place on file the draft minutes of the September 12, 2016 meeting of the Brown County Transportation Coordinating Committee. Motion carried.

5. Receive and place on file the draft minutes of the September 19, 2016 meeting of the BCPC Transportation Subcommittee.

A motion was made by B. Erickson and seconded by G. Pahl to receive and place on file the draft minutes of the September 19, 2016 meeting of the BCPC Transportation Subcommittee. Motion carried.

6. Discussion and action on the 2017-2021 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area.

L. Conard stated that at the September BCPC Board of Directors meeting she presented an overview of the TIP and TIP process. L. Conard noted that a public hearing was held and

no public comments were received. L. Conard stated that staff presented the TIP to the Transportation Subcommittee and they have made a recommendation to the BCPC Board of Directors for approval. No discussion. Staff is recommending that the BCPC Board of Directors approve the 2017-2021 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area.

A motion was made by A. Gauthier and seconded by G. Pahl to approve the 2017-2021 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area. Motion carried.

7. Discussion and action regarding CY 2017 Section 5310 Program funding awards.

C. Runge stated that staff met with a subcommittee of the Brown County Transportation Coordinating Committee (TCC) to review and score two applications. One application was a request from Curative Connections of \$70,400 (80% of the total project cost) for funding for two vehicles, and the other application was a request from Green Bay Metro of \$75,000 (63% of the total project cost) for funding for a Mobility Manager Program that will serve all of Brown County. C. Runge stated that both applications scored high and the subcommittee members agreed that both projects should receive CY 2017 Section 5310 Program funding. C. Runge stated that the requests exceeded the amount of funds available by \$487 for the projects. The subcommittee's recommendation to the full TCC was that the project that scored the highest, Curative Connections, be awarded the requested amount of \$70,400 and that Green Bay Metro be awarded \$74,513. The full TCC approved the recommendation and staff is recommending that the BCPC Board of Directors approve the CY 2017 Section 5310 Program funding awards as recommended.

Discussion occurred on the establishment of the mobility manager and funding of the project beyond CY 2017.

Discussion occurred on measurements for both the Curative Connections and Green Bay Metro projects.

A motion was made by B. Erickson and seconded by G. Pahl to approve the CY 2017 Program funding awards. Motion carried.

8. Presentation of the 2010-2014 Bicycle and Pedestrian Crash Analysis for Brown County.

C. Runge presented the 2010-2014 Bicycle and Pedestrian Crash Analysis for Brown County via PowerPoint.

C. Runge stated that staff are in the process of updating the Brown County Bicycle and Pedestrian Plan and this is the second update since the major plan was done in 1998. In the 1998 plan and the updates, there wasn't a section that really identified or analyzed bicycle and pedestrian crashes and safety features. C. Runge stated that staff plan to distribute this as a standalone study and also incorporate the findings into the Bicycle and Pedestrian Plan that will come before the BCPC Board of Directors for approval at the end of this year.

C. Runge reviewed and summarized the bicyclist crashes. There were 183 reported bicycle crashes in Brown County between 2010-2014. The most frequent type of crash was when the bicyclist was traveling straight and the motorist was turning right ("Right-Hook" crashes), the second most common type of crash was when the bicyclist was traveling straight and the motorist was traveling straight ("Right-Angle" crashes).

C. Runge reviewed the bicycle crashes by Brown County Communities. The City of Green Bay had just over 68% of crashes, far more than the other communities.

C. Runge reviewed the proportion of Brown County population vs. proportion of bicycle crashes by community. The City of Green Bay and Ashwaubenon had higher bicycle crash proportion than population proportion.

All of the reported crashes that occurred in this study were mapped, and a significant portion of bicycle and pedestrian crashes occurred in downtown Green Bay and just east of downtown Green Bay. C. Runge stated that there was one bicyclist fatality in Brown County between 2010-2014 and that this fatality occurred in a rural portion of the county.

When looking at the number of serious and minor bicyclist injuries in Brown County identified in the 5-year study, the City of Green Bay had the highest number. C. Runge stated that bicycle helmet use was also studied and typically bicyclists not wearing helmets sustained more injuries than bicyclists who were wearing helmets.

C. Runge reviewed the graphs of bicycle crashes at intersections controlled by traffic devices.

C. Runge stated that the study also broke down bicycle crashes by age range and found that there was a peak in crashes for bicyclists between the ages of 11 and 20. Bicycle crashes by day of week and time of day was also studied, and found that the highest number of crashes happened on weekdays between the hours of 3:00 p.m. and 4:00 p.m.

C. Runge stated that some of the education and enforcement activities for bicyclists between the ages of 10-19 could significantly reduce crashes and injuries in the county. The Green Bay Area Public School's Safe Routes to School planning efforts would be an opportunity to develop and implement safety education programs in the schools.

C. Runge reviewed and summarized the pedestrian crashes. Between 2010-2014, there were 195 reported pedestrian crashes in Brown County. The City of Green Bay reported a greater number than the other communities. Similar to bicycle crashes, the proportion of pedestrian crashes in Green Bay was much higher than as population vs. proportion compared to the county.

Pedestrian crashes was concentrated in the downtown area and just east of the downtown area. C. Runge stated that one of the areas that they looked at was the number of pedestrian crashes on Main Street between Monroe and Deckner, and stated that in that area, there were almost as many pedestrian crashes during the 5-year period as the next highest community.

C. Runge reviewed the number of pedestrian fatalities and injuries and location of crashes.

C. Runge stated that the study also broke down pedestrian crashes by age range and found that there was a peak in crashes for pedestrians between the ages of 11 and 25. Pedestrian crashes by day of week and time of day was also studied, and found that the highest number of crashes happened on weekdays between the hours of 2:00 p.m. and 7:00 p.m.

C. Runge stated that the study found some trends with bicycle and pedestrian crashes: the City of Green Bay experienced a disproportionately high number of crashes and injuries; many of the crashes involved children and young adults; peak periods for crashes was weekday afternoons; and the number of crashes at intersections controlled by traffic signals and stop signs was much higher than the total number of crashes at roundabouts. Differences between bicycle and pedestrian crashes include: the proportion of non-

intersection crashes was higher for pedestrians than for bicyclists; the proportion of pedestrians cited for violations was lower than for bicyclists; and injury severity at non-intersections location was greater for pedestrian than for bicyclists.

C. Runge stated that some of the education and enforcement activities for bicyclists could also be used for pedestrians.

9. Review and approval of the 2017 Brown County Planning Commission budget.

C. Lamine noted that the request for Planning Commission approval for 2017 budget is only the Planning Division's budget of the Planning and Land Services (PALS) Department. The Planning and Land Services (PALS) Department budget also includes the Property Listing, Land Information, and Zoning Divisions. Staff is recommending that the BCPC Board of Directors adopt the 2017 Planning budget and recommend approval by the Planning, Development and Transportation Committee and the Brown County Board of Supervisors.

C. Lamine reviewed the 2017 County Aerial Orthophotography Project initiative. The project will be used for a variety of mapping projects across the county. The project will be funded by some transportation grant funds, zoning office, land conservation office, local utility company, as well as all the municipalities.

C. Lamine reviewed the Land Information/Tax Collection System Replacement initiative. C. Lamine stated the the County Board approved the bonding for this initiative. The new system will replace our outdated land information records system.

C. Lamine reviewed the revenue and expenses of the Planning Division.

Revenue

- General property taxes – Reduction in levy by \$51,220 in 2017. The majority of the reduction was due to last year the County Executive put \$50,000 towards the research park and the majority of those funds have not be used, but a request will be submitted to carry those dollars forward to 2017.
- Federal grant revenue – Increased by \$26,000 largely due to a coastal management grant that we received for a safe harbor study on the Bay Shore.
- Charges and fees CSM plat variance review – Increased by \$12,200 due to a lot of land development activity in the county.

Expenses

- Regular earnings – Increase of \$19,000. County Executive did budget for a 1% increase as a performance base at the end of the year based on personnel evaluations and goals set within the department. C. Lamine also noted that changes in the law for professional salaried positions need to be at a minimum income in order to avoid overtime pay and this affected three of the Planner I positions within the planning division.
- Contracted services – Reduced due to the \$50,000 for the research park that was in 2016 and the \$6,000 is for contributions to the air photo project.

Question asked about the decrease in fringe benefits in health care. C. Lamine stated that this is due to some employees switching from family coverage to single coverage and also some employees electing to be on their spouse's health coverage.

Question asked about the \$35,500 under the professional services. C. Lamine noted that this is the contributions from the local communities, zoning office, MPO grant, and land conservation office for the air photo project. C. Lamine also noted that \$2,500 is from the zoning office for the property owners that are non-compliant with their private onsite wastewater treatment system maintenance program.

Question asked if there has been any discussion on considering a membership with Bay-Lake Regional Planning Commission. C. Lamine explained the challenges he is facing at this time within the Planning and Land Services (PALS) Department and available funds. C. Lamine noted that PALS is down a GIS Technician and a Senior Planner position, and explained that if funds were available, his priority would be to fill these two positions.

A motion was made by G. Pahl and seconded by K. Flom to adopt the 2017 Brown County Planning Commission budget. B. Erickson and N. Dantine abstained from voting. Motion carried.

10. Director's Report

C. Lamine stated that at the September meeting it was noted that we have a vacant position on the board for the City of DePere, and we have an individual interested in serving on the board but he has scheduling conflicts with meeting at our current time. A meeting time survey was included with tonight's agenda packet to see if there is any flexibility in moving up our meeting start time. If you have not already returned your survey, please send it to K. Meyer in the Planning Department. Staff will tally up the results and report back to members.

C. Lamine stated that the Planner I position is vacant, and recruitment has been difficult. The position was offered to three candidates, and all three turned the offer down due to the salary. The position is still posted. C. Lamine encouraged the county board members to keep the class & compensation study moving forward.

A motion was made by S. Grenier and seconded by G. Pahl to receive and place on file the Directors Report. Motion carried.

11. Brown County Planning Commission staff updates on work activities during the month of September, 2016.

A motion was made by B. Erickson and seconded by K. Flom to receive and place on file the Brown County Planning Commission staff updates on work activities for the month of September, 2016.

12. Other matters.

None.

13. Adjourn

A motion was made by G. Pahl and seconded by J. Ward to adjourn. Motion carried.

The meeting adjourned at 8:25 p.m.

**STAFF REPORT
TO THE
BROWN COUNTY PLANNING COMMISSION
November 2, 2016**

October, 2016 Staff Activity Reports

The recent major planning activities of Chuck Lamine, Planning Director:

- Coordinated and attended the October 5 Brown County Planning Commission Board of Directors meeting.
- Attended the Economic Development Committee Department Head meeting with County Executive.
- Presented the overall 2017 Planning and Land Services Department budget to the Planning Development and Transportation Committee, County Executive and Administration Department staff on October 17.
- Facilitated staff meetings with Planning Division and PALS Manager Staff.
- Met with County Executive and various county representatives regarding potential improvements and development of the Brown County Research and Business Park.
- Prepared preliminary grant documents for funding of the STEM Innovation Center.
- Prepared for and participated in an EIS Lead Agencies meeting with WisDOT staff, and the County Principal Transportation Planner.
- Served as the Brown County representative to the Village of Ashwaubenon TIF #3 Joint Review Board meeting on August 8.
- Attended the October 24, Executive Committee meeting regarding the bonding for Architecture and Engineering expenses for the STEM Innovation Center as well staff hour adjustments in the 2017 budget.
- Attended the September 28 Brown County/Green Bay Professional Football Stadium District meeting.
- Participated in two conference calls with the Principal Transportation Planner and WisDOT staff regarding the development of an economic impact model for the Southern Bridge project.
- Coordinated a Brown County Economic Development RLF loan review and coordinated a BCRLF Loan Committee meeting.
- Completed two Brown County Economic Development RLF loan reviews.
- Attended the October 6 Advance Municipal Leaders meeting.
- Attended the October 25 Advance Economic Development Strategic Plan roundtable discussion meeting.
- Worked on semi-annual report to WisDOA for CDBG Economic Development Loan Program.

The recent major planning activities of Cole Runge, Principal Transportation Planner:

- Developed and distributed a draft update to the MPO's Public Participation Plan (PPP). Also prepared a public review notice, public hearing notice, and an approval resolution for the PPP.
- Reviewed and prepared comments and questions about the Draft Wisconsin State Freight Plan. Also submitted my comments and questions to WisDOT staff.

- Discussed methods of estimating employment increases resulting from planned developments in the Green Bay Urbanized Area with WisDOT Travel Demand Forecasting staff. The estimated employment increases will be incorporated into the Northeast Wisconsin Regional Travel Demand Model.
- Staffed the stakeholder planning meeting for the Brown County Coordinated Public Transit-Human Services Transportation Plan with the Senior Transportation Planner.
- Participated in two conference calls with the County Planning Director and WisDOT staff regarding the development of an economic impact model for the Southern Bridge project.
- Presented the Brown County Bicycle and Pedestrian Crash Analysis for the period between 2010 and 2014 to the BCPC Board of Directors. After presenting the analysis to the BCPC Board and receiving comments from Board members, I made revisions to the analysis and distributed it to communities, school districts, and law enforcement agencies in Brown County.
- Wrote Section 5310 Program award notification letters to two applicants for CY 2017 funding.
- Prepared proposed updates to the Section 5310 Program Management Plan.
- Completed the final draft of the MPO's 2017 Transportation Planning Work Program. Also developed an approval resolution for the 2017 Transportation Planning Work Program.
- Prepared for and participated in a meeting with the Senior Transportation Planner and representatives of Green Bay Metro and the ADRC of Brown County to discuss details regarding the establishment of a Specialized Transportation Mobility Management Program that serves all of Brown County.
- Developed the MPO's report and reimbursement request to WisDOT for the third quarter of 2016. Also developed a transportation division expense report to the Brown County Administration Department for the third quarter.

The recent major planning activities of Aaron Schuette, Principal Planner:

- Processed purchase orders for the Northeastern Region CDBG-Housing Program and Brown County RLF-Housing Programs.
- Prepared 6 Environmental Review Records for proposed regional CDBG-Housing projects.
- Prepared 1 historic review request for regional CDBG-Housing projects.
- Sent out CDBG-Housing or Housing-RLF applications to potential clients as requested.
- Updated individual obligation journals for housing rehabilitation loan projects when completed.
- Met with HQS inspector and contractor on a project site to resolve project issue.
- Prepared and submitted regional CDBG-Housing quarterly reports and reimbursement request for the third quarter of 2016.
- Attended the Brown County Board meeting on the evening of October 19th for the adoption of the Brown County Revolving Loan Fund – Housing manual.
- Coordinated with Brown County Purchasing to prepare new Request for Quotes for Housing Quality Standards (HQS) inspection services and title letter report services for the new regional CDBG-Housing grant (H 14-15-04).
- Prepared draft minutes for the CDBG-Housing Regional Housing Committee meeting that was held on September 29.
- Updated Farmland Preservation Plan maps for the Town of Eaton, Village of Howard, Town of Pittsfield, Town of Green Bay and Town of Glenmore.
- Continued writing the Brown County Farmland Preservation Plan / Agricultural Chapter of the Brown County Comprehensive Plan Update.

- Began collecting the background data on the Harbor and Boat Launch Study, funded with a Wisconsin Coastal Management Grant.
- Printed out three fire number maps for the Town of Holland.
- Prepared displays for the County Executive for a press conference.
- Completed draft Chapter 2 – Land Use Background and draft Chapter 3 – Transportation Chapters for the Village of Pulaski Comprehensive Plan Update.
- Assisted the Town of Glenmore, Town of Rockland, Village of Allouez, and Village of Pulaski Zoning Administrators with zoning/land division questions.
- Assisted 78 members of the public or local communities with inquiries related to the CDBG-Housing program, local planning, zoning, or land division issues.

The recent major planning activities of Dan Teaters, Senior Planner:

- Brown County Park and Outdoor Recreation Plan
 - Continued work on the Recreation Needs Assessment chapter.
 - Continued the analysis for each Brown County park location.
 - The access analysis includes a walking and bicycling facility assessment, and a driving analysis for parks that have a large service area.
- Certified Survey Maps (CSMs)
 - Began Review of 10 new CSMs
 - Completed review of 10 CSMs
 - Signed and filed 4 CSMs
- Plats
 - Preliminary Plats
 - Began review of 0 preliminary plat.
 - Completed review of 2 preliminary plat.
 - Final Plats
 - Began review of 0 final plats.
 - Completed review of 2 final plats.
- Water Quality Management Letters
 - Issued 2 208 WQM approval letters.
- ESA Amendments
 - Completed 1 ESA Plan Corrections
 - Received 2 ESA Amendment Applications
 - 1 Site visit for ESA violations or amendments
- WPDES MS4 Permit for Brown County
 - Coordinating with the Land Information Office to identify and collect data as prescribed by the MS4 Permit.
 - 16 hours of field work/data collection.
- Water Quality Grant
 - Completed the 3rd quarter reimbursement requests.
- Assisted 25 members of the public or local communities with inquiries related to natural resources or land division questions.
- Provided additional planning services and ESA related duties, including advice on inquiries related to potential major and minor ESA amendments, identification of ESA violations, and assisting the public regarding allowed and restricted uses within an ESA buffer.
- Brown County Bicycle and Pedestrian Plan Update
 - Completed the metropolitan area bicycle facility recommendations.

The recent major planning activities of Lisa Conard, Senior Transportation Planner:

- Finalized the *2017-2021 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area*.
 - Presented draft to the Brown County Planning Commission Board of Directors for approval.
 - Assigned MPO numbers to approved projects.
 - Began and finalized required Fiscal Constraint Demonstration for federally funded projects.
 - Prepared document for final printing.
 - Submitted plan to Federal Highway Administration, Federal Transit Administration, and WisDOT for approval.
 - Wrote announcement for the MPO Facebook page and Twitter.
- Held the required county meeting for the *2016 Coordinated Public Transit-Human Services Transportation Plan for Brown County*. Provided an overview of the plan process and solicited items for the *action plan* component of the plan. The plan is required by the Federal Transportation law FAST-Act and will allow certain federal and state human-service related transportation dollars to be applied for and received by select local agencies. Incorporated comments received at the meeting into the draft plan. Finalized the full draft and provided the county meeting attendees an opportunity to comment on the draft report.
- On behalf of Green Bay Metro, began development of a random selection survey strategy that meets the statistical standard of 95 percent confidence and +/- 10 percent precision in an effort to fulfill the FTA's National Transit Database (NTD) reporting requirements. Began preparing all of the necessary operation tables and documented methodology. Sampling will begin in January of 2017 and continue throughout the year. The sample is required every third year. Viewed webinar titled *National Transit Database Sampling Requirements and Guidance*.
- Met with ADRC and Metro staffs to discuss and define funding detail and administrative structure of the new mobility management program.
- Attended the Wisconsin Urban and Rural Transportation Association (WURTA) annual conference held in Green Bay.
- Consulted and/or provided information to Metro staff regarding various services, compliance, and/or other issues.
- Participated in the Brown County Planning Commission Board of Directors meeting on October 5.
- Participated in the October 12 meeting of the NE WI Regional Access to Transportation Committee. The purpose of the committee is to address issues relating to transportation for low income populations, seniors, and individuals with disabilities. Emphasis is placed on coordination and funding.
- Participated in the Green Bay Transit Commission meeting on October 19.
- Participated in MPO staff and BCPC staff meetings as necessary.

The recent major planning activities of Jeff DuMez, GIS/Land Records Coordinator:

- Attended PD&T Committee budget meeting on Oct 17.
- Assisting Technology Services & Public Safety Communications with the 911 Computer Aided Dispatch project: Attended kickoff meeting on Oct 11; Participated in phone calls with TS & Vendor; Formatted & sent GIS data to vendor for review.
- Participating in conversations with Tech Services staff regarding a GIS Server upgrade project.

- Assisted Senior Planner with MS4 data collection.
- Continuing to coordinate a 2017 aerial photo project with partners: Municipalities, utilities, neighboring counties, and other agencies.
- Continued to assist with the Land Information/Tax Collection System Replacement project.
- Attended UAV (drone) demonstration on Oct 13.
- Attended Wisconsin Land Information Association (WLIA) conference near Trego WI.
- Continued to support Public Safety Communications with address & beat recommendation updates.
- Continued to develop the new online mapping site.
- Performed more edits to the GIS database (new subdivisions, street additions/vacations, addressing, environmentally sensitive areas, etc.).
- Provided GIS data and other services for NWTC, BNB Shield, Collateral Evaluation Services, Payne and Dolan, Burgess Realty, Lemense Family Builders, GRAEF, Tetra Tech, GEI Consultants, Counter Tools, Dennisons, RE Commercial LLC, Bay Title & Abstract Inc, Wildland International, Network Design Associates Inc, VIA Rail Logistics, Center for Community Health, Fisk Neighborhood Association, Ho Chunk, US Census, City of Green Bay, Green Bay Water Utility, City of DePere, Village of Pulaski, Village of Suamico, Village of Bellevue, Town of Eaton, Town of Humboldt, Town of Green Bay, Town of Scott, Town of Lawrence, Town of Ledgeview, Town of Pittsfield, and others.
- Assisted other people with miscellaneous service, data, and training requests.
- Attended staff meetings as needed.

The recent major planning activities of Todd Mead, Planner I - Housing:

- Prepared and ordered one (1) interim site inspection for the Northeastern Wisconsin Community Development Block Grant (CDBG) Housing Loan Program.
- Prepared and ordered one (1) interim site inspection for the Brown County Revolving Loan Fund (RLF) Housing Program.
- Prepared and ordered four (4) housing quality standards (HQS) inspections for CDBG clients.
- Prepared and ordered seven (7) final site inspections for CDBG clients.
- Prepared and ordered one (1) final site inspection for a RLF client.
- Prepared and ordered two (2) lead-based paint assessment tests for CDBG clients.
- Prepared and ordered one (1) lead-based paint clearance for a CDBG client.
- Met with five (5) CDBG clients and their contractors to prepare them for their future rehabilitation project.
- Opened seven (7) new CDBG applications.
- Denied and closed out one (1) CDBG application.
- Prepared and closed seven (7) CDBG Housing Rehabilitation Loans.
- Submitted and corresponded with five (5) bid documents to CDBG applicants for future rehab projects.
- Prepared, reviewed and finalized one (1) subordination agreement for an existing CDBG client.
- Prepared, reviewed and finalized one (1) subordination agreement for an existing RLF client.
- Reviewed and prepared two (2) satisfactions for existing CDBG clients for home sale.
- Attended and volunteered to help out at "This is Public Health" event for Brown County.
- Attended monthly Brown County Lead Paint Coalition meetings.
- Attended staff meetings.

- Continued to work on new and existing applicant files from Northeastern Wisconsin CDBG counties.
- Continued to work on new and existing applicant files from Brown County RLF Program.
- Continued general outreach and marketing efforts for our RLF and CDBG-Housing Loan Programs.

The recent major planning activities of Ker Vang, Planner I (GIS/Transportation):

- Issued three addresses for the Town of Green Bay. Issued an address for the Town of Pittsfield.
- Created a map of polling locations and bus routes system for Green Bay Metro.
- Updated route 6 map as requested by Green Bay Metro.
- Brown County Bicycle and Pedestrian Plan.
 - Updated bicycle and pedestrian crash maps and created latitude and longitude coordinates for crash data with missing coordinates.
 - Calculated total mileage of sidewalks along the Functional Classification System.
 - Updated draft maps of pedestrian network gap analysis.
- Updated street centerlines for the I-41 and I-43 Interchange project.
- Updated CMP segments for completed road projects.
- Started to update street centerlines where boulevard exists.
- Updated bicycle and pedestrian facilities throughout the Metropolitan Planning Area.
- Continued to maintain and update Transportation website, Facebook, and Twitter accounts.
 - Posted Transportation Improvement Program report.
 - Posted Draft Public Participation Plan for review.
- Provided total road mileage data to staff personal in the administration department.
- Attended the Green Bay Active Communities Alliance on October 5, 2016.
- Participated in PALS staff meetings monthly as scheduled.

**PROCEEDINGS OF THE BROWN COUNTY
VETERANS' RECOGNITION SUBCOMMITTEE**

Pursuant to Section 19.84, Wis. Stats., a regular meeting of the **Brown County Veterans' Recognition Subcommittee** was held on Tuesday, October 18, 2016 at 4:30 p.m. in Room 201 of the Northern Building, 305 E. Walnut Street, Green Bay, Wisconsin.

PRESENT: Chair Bernie Erickson, Ed Koslowski, Duane Pierce, Carl Soderberg, Jerry Polus, Jim Haskins, Louise Dahlke, Joe Witkowski, Cathy Williquette Lindsay

EXCUSED: Tracy Rosinski, Delores Pierce

****Running Total of Veterans' Certificates: 1778**

1. **Call Meeting to Order.**

The meeting was called to order by Chair Bernie Erickson at 4:30 pm.

2. **Invocation.**

3. **Approve/Modify Agenda.**

Motion made by Jim Haskins, seconded by Duane Pierce to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

4. **Approve/Modify Minutes of September 20, 2016.**

Motion made by Ed Koslowski, seconded by Duane Pierce to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

5. **Update re: Honor Rewards Program.**

Register of Deeds Cathy Williquette Lindsay informed that she continues to receive applications for the program on a regular basis. She recently dropped off materials at the Labor Council and also said a presentation was made by Jerry Polus at a veterans' conference. There are currently only four counties in Wisconsin that offer the Honor Rewards program and the program has drawn a lot of interest. Williquette Lindsay said the vendor who offers the program is not a vendor for all counties in the state, but they have indicated they would open Honor Rewards up to all counties. The enthusiasm for the program in Brown County is helping to springboard this around the state and she is hopeful that other counties will continue to sign up. There are currently 80 Brown County businesses signed up for the program

CVSO Jerry Polus said his office has done a number of mailings to different businesses about the program and they have received a few responses, but not as many as they had hoped for. Williquette Lindsay said once a business signs up she sends a thank you letter and promotional materials if they want them. Erickson will work on making some contacts to put information on the program out again to remind businesses of it. Williquette Lindsay also said she will reach out to the Howard businesses and Erickson suggested that Denmark and Pulaski businesses be contacted again. The best response to date has come from Military Avenue business, the Broadway District, Downtown Green Bay and De Pere.

Koslowski said he did a mailing to 100 businesses that donated or gave discounts last year for Veterans Day letting them know about the Honor Rewards program. There will be a table at the veterans' breakfast at the VFW on Veterans Day for veterans to sign up for the program. Witkowski suggested something be written up and given to the announcer at the event to read to those in attendance making them aware that they can sign up right at the event.

6. Update re: 2017 Veterans' Appreciation Day at the Brown County Fair.

A discussion was had regarding what group to honor at next year's event. Erickson said he googled 25th military anniversaries but did not come up with many viable results. One of the options discussed was to honor the spouses left behind. Polus informed he had spoken with someone who thought that the military support groups should be recognized. Another suggestion he heard was to recognize the wives of all military members and he also said that he heard a suggestion to honor the Purple Heart recipients. He said that could be expanded to include both disabled veterans and Purple Heart recipients. Koslowski said in the future, as the various groups are honored, we could ask their spouse or other supporting element to stand to be recognized.

Polus said he was surprised at the number of attendees for this year's event. He said 600 tickets were printed, but the minutes indicated that the attendance was estimated to be around 50. Koslowski said that that estimate was of the people that stepped forward to be honored. He said that 124 raffle tickets were handed out and Erickson estimated he handed out a little more than 50 dog tags and certificates. Polus said there appears to be a number of people who take tickets but do not attend the event. Koslowski said the Fair Board was talking about doing something electronically next year instead of having paper tickets. Haskins informed that at the last Fair Board meeting they indicated they do not have a problem with the paper tickets and everything at the gate went smoothly. Louise Dahlke said the people in the office who count the tickets questioned how many were printed because there were only a very few that were turned in and she thinks that the count of the raffle tickets gives a much better count than the actual tickets turned in. Pierce also estimated that at least 200 people went through the tent on the day of the event. Koslowski said the weather impacted the numbers.

In preparation for next year's event, Polus will contact both the Air Force Band and the Navy Band to see if either would be available to perform. A discussion was also had regarding the dog tags. Erickson suggested that in the future the gift be somewhat generic so that leftovers could be used from year to year. This was discussed briefly and a decision will be made on this closer to next year's event.

7. Possible update re: Veterans Day events.

Koslowski informed that he had received several inquiries from various organizations and veterans regarding events and offers for Veterans Day. He realizes that a lot of veterans watch for the article in the paper. He compiled the information on the NEW Veterans page regarding activities going on and started a draft of the newspaper article with this information. He also sent a card to all area veterans groups to gather information and included information regarding the Honor Rewards program. Koslowski has had several responses to these cards and the information received will be included in the newspaper article. He said any business that responds to the postcard mailed out will be included in the article. Erickson offered to contact the *Press Gazette* to provide them with the list when it is complete and he also noted that the *Ashwaubenon Press* would like to have Veterans Day information to publish.

Polus thanked Koslowski for the great job he did compiling information and noted that he would like to have a poster printed with the information. Koslowski will send the information he has to date to Polus. A discussion was also held with regard to radio stations and TV stations and it was suggested that information be provided to them so they can broadcast the information if they having something like a rolling screen of events. Koslowski said some of the information he gathered came from the Concordia University Veterans Resource Group which is a group consisting of a number of representatives of different organizations. The Concordia group seems very, very active and Koslowski feels they are heading in the right direction. He shared minutes of one of their meetings and said he will continue to do so in the future.

8. Report from CVSO Jerry Polus.

CVSO Jerry Polus reported the VA recently had a major change in how they are conducting disability compensation exams. Due to the backlog, they have contracted with an agency connected to, but not part of the VA, to do the exams. Polus was just made aware of this but noted that calls may be coming in about this and how veterans should respond to letters saying that they are to go to a non-VA doctor in Milwaukee for their exams. The purpose of this is for the VA to catch up on the backlog of claims because they do not have enough examiners to keep up with these in a timely manner. Polus said the VA is working claims nationwide and when a veteran files a claim it

goes to Milwaukee but that does not mean that Milwaukee is necessarily going to work the case. He said that if there are inquiries made to Soderberg's office he would ask these veterans to contact him for further information.

9. **Comments from Carl Soderberg.**

Soderberg said he has recently been made aware that social security numbers of veterans who get direct deposit electronic transfers for benefits like pension or retirements appear along with the transaction number on the bank statements the recipient gets monthly from their banks. There are vets protesting this because they do not want their social security numbers available in the event the bank statements get misplaced or into the wrong hands. Polus said when veterans request direct deposit, there is a section where a voided check is attached to give the name of the bank, account number and routing numbers, but that information goes directly to the VA. He has not had anyone file a complaint regarding social security numbers on their bank statements. Soderberg said he has seen one of these statements and would like to see if there is anything that can be done about this.

10. **Report from Committee Members Present (Erickson, Dahlke, Haskins, Koslowski, Pierce, Rosinski & Witkowski).**

-Erickson reported that Austin Straubel, whom the airport is named after, was inducted into the Aviators Hall of Fame at EAA in Oshkosh recently. A plaque was presented to the airport honoring Austin Straubel and a collage was created that will be displayed at the airport. This display should be in place sometime in November. Erickson has talked with the Airport Director about this Subcommittee having a meeting at the airport to see the collage and this has been arranged for December.

-Dahlke did not have anything to report.

-Haskins read an ad for Bellin Health that says that Bellin is honored to serve and help veterans. He also said he had seen an article online that said that President Obama had recently signed the Department of Veterans Affairs Expiring Authorities Act of 2016 which extends various forms of funding of the Department of Veterans Affairs which pertains to benefits for nearly 37,000 veterans using the GI bill to attend college.

-Koslowski talked about the new State VA Suicide Prevention Program. Polus said he has not received anything official on the program yet, but he is aware that the program will be announced very soon. This is something that is coming out of Madison but Polus did not have any other specifics at this time. Koslowski continued that the Amvets group will be having a clover sale at the Arena Memorial before the next Packers game and the money raised will be used for gift cards to be distributed to veterans over the holidays.

-Pierce reported that the Amvets will be holding a meat raffle on November 12 beginning at 3:00 pm at Replay Bar and Grill across from the Fairgrounds. Proceeds will help veterans in Brown County. He also mentioned that he had recently received a notice that Vietnam Veterans who served in Thailand are being recognized for Agent Orange. Polus said that this is for a specific area and a specific period according to the most-recent copy of the Agent Orange newsletter.

Pierce also informed that the Green Bay Gamblers will hold their Military Night on Saturday, November 12. The game begins at 7:05 pm and free tickets for veterans and active personnel are available at Pearly Gates or at the door with a form of military ID.

-Witkowski shared that Ryan Funeral Home honored Clarence Lamers during October as indicated in the newspaper by flying their flag in his honor.

Polus wished to make the group aware of an individual who has been scamming people around town by claiming to be a veteran. He arrived in Green Bay in early spring, homeless and living out of his car. He is claiming to be a disabled veteran but he is not. He was in the service for one month and 16 days and was discharged for a physical disability not related to his military service. This person has scammed a lot of people at a lot of organizations. Polus said the person is in a wheelchair and noted that he is also a sex offender. He has been to a number of veterans' organizations, churches, businesses, etc. and is brash and not afraid to ask anyone for things.

11. **Such Other Matters as Authorized by Law. None.**

12. **Adjourn.**

Motion made by Jim Haskins, seconded by Duane Pierce to adjourn at 5:43 pm. Vote taken. MOTION CARRIED UNANIMOUSLY

Respectfully submitted,

Therese Giannunzio
Recording Secretary